

Invitation for Bids
Harvesting of Standing Timber
Moultonborough, NH
February 28, 2013



Joel R. Mudgett, Chairman
Board of Selectmen

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TOWN OF MOULTONBOROUGH

Invitation for Bids

Harvesting of Standing Timber

Sealed bids for the removal of standing timber from Town property located on Highway Garage Road (Map 134 Lot 31) will be accepted until 2:00 p.m. on Thursday, February 28, 2013 in the Offices of the SelectBoard, 6 Holland Street, PO Box 139, Moultonborough, NH 03254 at which time they will be opened and publicly read aloud. Bids received after that time will be returned unopened.

Offered for sale is approximately 42.1 thousand board feet (MBF) of pine and mixed hardwoods and 170 tons of pulpwood. A performance bond in the amount of 10% of your bid, in the form of a bank check or a bond drawn on a surety licensed in the state of New Hampshire and acceptable to the Town, must be submitted at the time of submitting your bid.

A detailed package with information on the services or items to be provided by the vendor, the conditions thereof, and bid forms, is available at www.moultonboroughnh.gov (click on Paid, Volunteer and Contract Opportunities) or said SelectBoard offices during normal business hours. A pre-bid conference and site inspection will be held at 10 a.m. on Monday, February 18, 2013 at the Town Highway Garage on Highway Garage Road in Moultonborough, NH.

Each submitted bid should be in a sealed envelope marked, Town of Moultonborough, Harvesting of Standing Timber, with the due date clearly marked. If mailed, the bid submission should be in a similarly marked separate sealed envelope to protect against the actual bid being opened in error. Any questions with respect to this invitation must be received, in writing by mail (above address), by email (cterenzini@moultonboroughnh.gov), or fax (603.476.5835) by Carter Terenzini, Town Administrator, no later than 4:00 p.m. on February 21, 2013. It is the bidder's responsibility to view and account for any addendums relating to this request. These will be posted on the Town web site no later than 4:00 p.m. on February 25, 2013.

The town reserves the right to reject any and all bids, and waive any minor or non-material informalities, if deemed to be in its best interests.

Joel R. Mudgett, Chairman/s/
Board of Selectmen

Posted: Town Bulletin Boards (7)
SAU

Advertised: Meredith News & Carroll County Independent 02/07/13 & 02/14/13
Posted: Town Bulletin Boards (7) & Web
Mailed: Vendors List

Harvesting of Standing Timber

Scope of Work or Specifications and Conditions

1.) General Description of the Project, Materials and Quantities

The Town's Forester, Tim Nolin of Forest Land Improvement, Inc. of Chocorua, NH has inspected the Town's 36 acre lot on Highway Garage Road (Map 134 Lot 31) and identified some 12+/- acres suitable for timber harvesting. More specifically he has identified the following species and quantities for harvesting:

| PRODUCT | ESTIMATED VOLUME |
|------------------|------------------|
| <i>Sawlogs:</i> | |
| White Pine | 25.000 MBF |
| Red Oak | 10.500 MBF |
| Red Oak Pallet | 3.000 MBF |
| Hemlock | 3.000 MBF |
| White Oak | .500 MBF |
| White Birch | .100 MBF |
| | |
| <i>Pulpwood:</i> | |
| Hardwood | 120 Tons |
| Mixed Softwood | 50 Tons |
| | |

2.) Specifications & Required Certifications

See Exhibit A

3.) Delivery, Cost, Location and Timing

N/A

4.) Term of Contract

You will have such time as you state that you need in your bid, not to exceed 180 days, to complete your work and be off the premises. Moultonboro Neck Road is subject to the posting of weight loads by the NH DOT. The period of time this ban is in effect **is included** in this time period. However, any time you are shut down on the site itself by the Forester for weather conditions his time period **is excluded** from this time.

5.) General Conditions

a.) Your pricing is inclusive of all of your costs of timber harvesting and restoration of the site and exclusive of the timber tax which shall be due and paid separately.

b.) The term “days” will mean calendar days.

6.) Pre-Bid Conference, Questions, and Supplements

A pre-bid conference and site inspection will be held at 10 a.m. on Monday, February 18, 2013 at the Town Highway Garage on Highway Garage Road in Moultonborough, NH.

Any questions with respect to this invitation must be received, in writing by mail (at the address in the invitation for bids), by email (cterenzini@moultonboroughnh.gov), or fax (603.476.5835) by Carter Terenzini, Town Administrator, no later than 4:00 p.m. on February 21, 2013.

***Important Note:** The answers, and any other changes or supplements to this document, will be posted on the Town web site as an Addendum no later than 4:00 p.m. on Monday, February 25, 2013. It is the bidder’s responsibility to check and verify any such changes in order to account for them in their bid. You must acknowledge issued addenda on your bid form.

7.) Description, Continued Use, and Viewing of Trade-In(s)

N/A

8.) Bonding

You must submit a final payment and performance bond in the amount of 10% of your bid pricing, at the time of submitting your bid, made payable to the Town of Moultonborough in the form of a bank check or a bond drawn on a surety licensed in the state of New Hampshire and acceptable to the Town. The bid bond shall be released upon the final payment for harvested products and the vacating of the site in accordance with the contract requirements.

This sale is subject to the timber tax. You must submit a bond in the amount of the estimated timber tax upon the submission of the intent to cut.

9.) Insurance

Prior to commencing work, and throughout the term of this contract, the Contractor shall obtain, and maintain, in the limits and under the conditions set forth below, insurance coverage naming the town, its officers, employees and assigns, as Certificate Holder and additionally Named Insured, for the following types and levels of coverage:

| | |
|----------------------------|-------------------------|
| - Workers Compensation | Statutory |
| - Automobile and Equipment | \$1 Million/\$2 Million |
| - Property Damage | \$1 Million/\$2 Million |
| - General Liability | \$1 Million/\$2 Million |

10.) Bid Due Date and Methods of Delivery

Sealed bids will be accepted until 2:00 p.m. on Thursday, February 28, 2013 in the Offices of the SelectBoard, 6 Holland Street, PO Box 139, Moultonborough, NH 03254 at which time they will

be opened and publicly read aloud. Each submitted bid should be in a sealed envelope marked, Town of Moultonborough, Harvesting of Standing Timber, with the due date clearly marked. If mailed, the bid submission should be in a similarly marked separate sealed envelope to protect against the actual bid being opened in error.

It is the bidder's responsibility to ensure that the bid is received in the offices of the SelectBoard by the due date and time irrespective of whatever means of delivery the bidder chooses. Any bid received after the due date and time will be returned to the bidder unopened.

11.) History and Experience

Proposers must have been in business for at least three years and made at least five similar harvests for at least five separate customers. You must submit these references relevant to the foregoing criteria with contact name and their phone number and a listing of any wetlands or other regulatory violation notices that have been served upon you within the past three years and their final resolution.

12.) Right of Inspection

The Town shall have the right – with notice and without notice – to inspect the ongoing harvesting operation at any time.

13.) Bidder Selection

The bid will be awarded to the highest qualified bidder with consideration for the earliest completion date.

13.) Anticipated Timeline

| | |
|----------------------|-------------------|
| Opening of Bids | February 28, 2013 |
| Award of Contract | March 14, 2013* |
| Contract Execution | April 1, 2013 |
| Contractor May Enter | April 5, 2013 |
| Contract Complete | October 15, 2013 |

14.) Payment Procedure

The Contractor shall, bi-weekly, pay to the Town's Forester the amount due for the harvest along with the mill tally slips for that harvest.

The Contractor shall pay directly to the Town the amount due for the Timber Tax upon its receipt.

Exhibit A

Bid Specifications

Harvest of Standing Timber

1.) Material to be Harvested

All trees to be harvested are marked with blue paint. All trees of merchantable size will be utilized. The volumes estimated to be derived from these trees are not guaranteed.

2.) Skidroads, Landing & Equipment

Skidroads are marked with vertical stripes and/or blue flagging. Bump trees are marked with a B, and are to be left until all wood is skidded past them, and then cut. To help prevent damage to the residual stand, trees must be cut to a maximum skidding length of 60' and the large leaders must be cut off of the oak tops and hitched separately to keep skidding width to 15' or less.

The landing location currently being used by a logging contractor to harvest wood on an abutting property is to be re-used for this harvesting operation. No trash will be allowed to be left on the landing or in the woods during the operation or after the job is complete. The landing and skid road will be restored to a suitable condition upon it being vacated.

Only conventional (cable skidder & chainsaw) or cut-to-length harvesting equipment may be used.

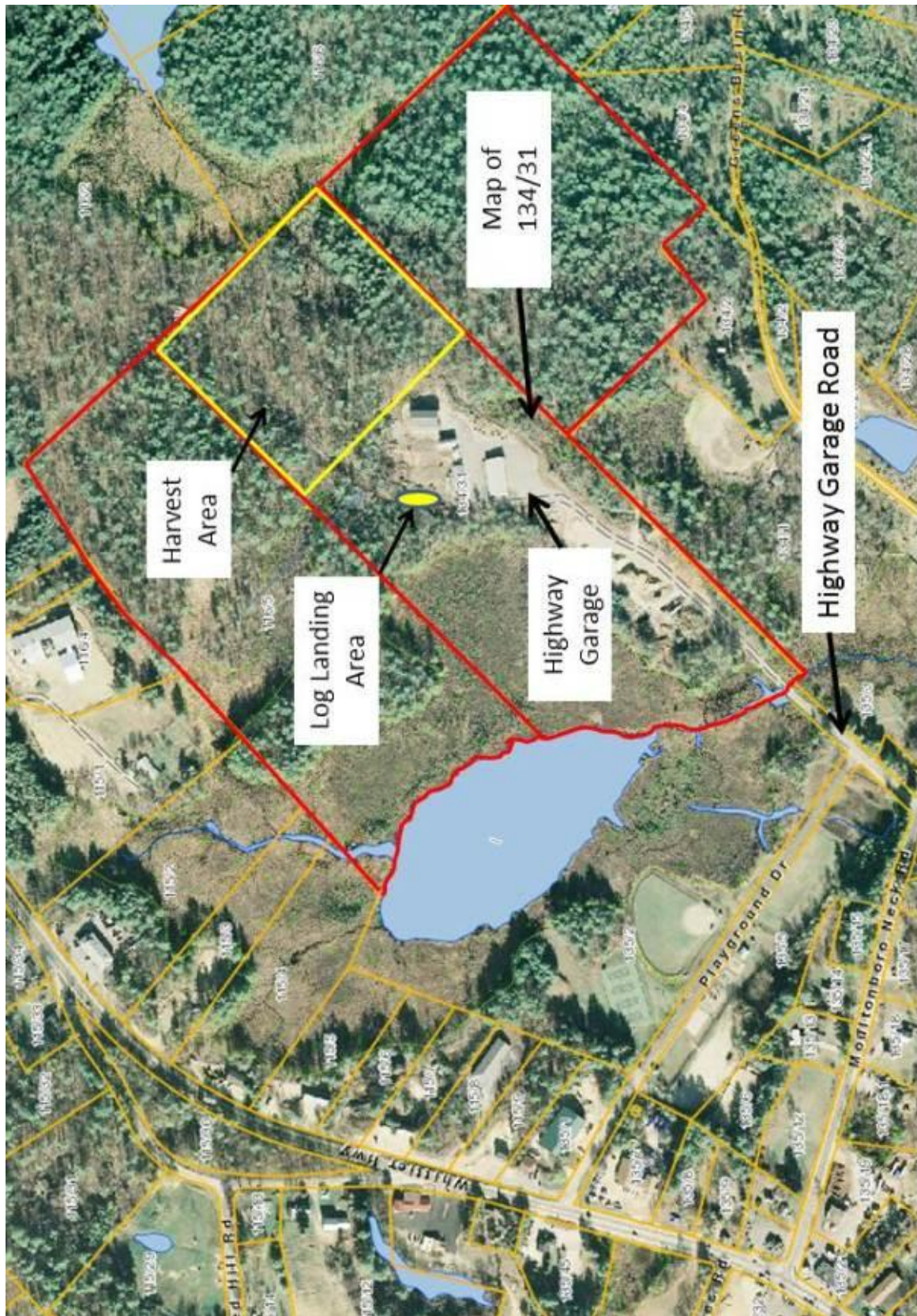
4.) Operations

The harvesting must occur during appropriate ground conditions. Once the operation has begun the contractor will stay to complete the harvest unless shut down by the Forester because of poor ground conditions. Operations shall commence again when the Forester determines conditions have improved.

The Contractor will follow Best Management Practices with respect to its operations, the care against the spill of or release of any petroleum or hazardous products, including the immediate reporting of the same to the Town and for Erosion Control on Timber Harvesting Operations in New Hampshire with respect to installation of proper erosion control measures to ensure adequate protection of the premises of the Town. The Contractor shall leave no slash or cutting remains on the premises but may chip the same and place such chippings onto disturbed areas in accordance with Best Management Practices.

5.) Certifications

Bidders must have completed certification under the New Hampshire Professional Loggers Program and be current with their First Aid certification at the time of submitting their bids.



Area of Timber Harvest 02/28/13

Town of Moultonborough
Harvesting of Standing Timber
Bid Form
(Please Print in Ink or Type)

Name of Bidder: _____

Address: _____

Contact Person: _____

_____ Telephone _____ Fax _____

_____ Email _____

ATTENTION: Mr. Joel R. Mudgett, Chairman
Board of Selectmen
PO Box 139
Moultonborough, NH 03254

Dear Mr. Mudgett:

Having examined the documentation provided with the subject Invitation for Bids the undersigned proposes to furnish the requested item or materials as requested in accordance with the subject documents.

The undersigned acknowledges Addenda # _____
(If none, write none).

I understand that the Town may hold my bid for forty five (45) days prior to awarding a contract.

If I am notified my proposal is accepted within forty five (45) days of the bids having been opened, I will execute a contract for the work within fourteen (14) days thereafter.

Time for Delivery: I will complete all harvesting operations, restore the site, and return the site to you within _____ days (In Figures) of your notice to proceed (exclusive of the time you may shut me down for weather conditions).

I understand that all volumes are shown on the 1/4" International Scale and propose to purchase the specified materials, exclusive of timber tax for which I am responsible to pay in addition to

Bid Form
Harvesting of Standing Timber
Page 2

these prices, for the following unit pricing:

| PRODUCT | ESTIMATED VOLUME | BID PER UNIT | EXTENDED TOTAL THIS ITEM |
|------------------|-------------------------|-------------------------|---------------------------------|
| <i>Sawlogs:</i> | | | |
| White Pine | 25.000 MBF | \$ /MBF | \$ |
| Red Oak | 10.500 MBF | \$ /MBF | \$ |
| Red Oak Pallet | 3.000 MBF | \$ /MBF | \$ |
| Hemlock | 3.000 MBF | \$ /MBF | \$ |
| White Oak | .500 MBF | \$ /MBF | \$ |
| White Birch | .100 MBF | \$ /MBF | \$ |
| | | | |
| <i>Pulpwood:</i> | | | |
| Hardwood | 120 Tons | \$ /Ton | \$ |
| Mixed Softwood | 50 Tons | \$ /Ton | \$ |
| | | Total All Items: | \$ |

I understand that the town reserves the right to reject any and all bids, and waive any minor or non-material informalities, if deemed to be in its best interests.

In order to be considered responsive each bidder must submit the following with this bid:

- 1.) A bid bond in the appropriate amount.
- 2.) Bidders Qualification Form
- 3.) Clerk's Certificate showing the authority of the submitting party to bind it to a contract.

I certify, under the penalties of perjury, that (1) I have had an opportunity to view the full bid package and am aware it was my responsibility to perform my own due diligence appropriate to submitting this proposal, (2) I am fully authorized to submit this bid, (3) I have not engaged in discussions, negotiations, or collusion with any person to determine what my bid will be and (4) that I, to the best of my knowledge and belief, have paid all taxes, fees, assessments, betterments or other municipal charges that I owe to the Town of Moultonborough or have payment agreement in place or have filed an appeal over the same.

 Signature of Bidder

Corporate

 Title of Bidder

Seal

Signed this _____ day of _____, _____.

Town of Moultonborough
Harvesting of Standing Timber
Bidders Qualification Form
(Please Print in Ink or Type)

Name of Bidder: _____

Year Commencing Business: _____

References:

| | | |
|-------|----------------------|--------------------------------|
| Name: | Contact & Telephone: | Date & Description of Harvest: |
|-------|----------------------|--------------------------------|

1. _____

2. _____

3. _____

4. _____

5. _____

Equipment to Be Used:

Financial Reference:

| | |
|-------|----------------------|
| Name: | Contact & Telephone: |
|-------|----------------------|

Mills to Be Used:

| | |
|-------|----------------------|
| Name: | Contact & Telephone: |
|-------|----------------------|

Signature of Bidder

Corporate

Title of Bidder

Seal

Signed this _____ day of _____, _____.

CLERK'S CERTIFICATE

At a duly authorized meeting of the Board of Directors of _____ was held on _____ at which a suitable majority voted that, _____ (Name), the _____ (Title) of this company, be and he hereby is authorized to submit bids, execute contracts and bonds in the name and behalf of said Company, and affix its corporate Seal thereto and such execution of any bid, contract or obligation in this Company's name on its behalf by such person under seal of the Company, shall be valid and binding upon this Company.

A true copy,

ATTEST: _____
(Clerk Signature)

Typed or Printed Name of Clerk

Place of Business: _____

Date of this contract: _____

I hereby certify that I am the Clerk of _____ and that _____ is the duly elected or appointed _____ of said Company, and that the above vote has not been amended or rescinded and shall remain in full force and effect as of the date of this bid submission and/or contract execution.

Clerk's Signature

Corporate Seal

Or

DIRECT CONSENT

The undersigned, being all the Directors of _____, a
_____ (State) (the “Corporation”), hereby consent to and authorized the
following actions by the Corporation:

RESOLVED: That the corporation shall provide a bid and enter into a certain
contract with the Town of Moultonborough, NH for

RESOLVED: That _____, (Name)
_____ (Title) of the Corporation, is authorized and
directed to execute on behalf of the Corporation the foregoing bid, contract and
other documents of any kind or nature necessary to effect the purposes of the
preceding resolution..

Dated: _____

Signature

Printed Name

Printed Title